

MINUTES:

NAVY DATA ENVIRONMENT-NAVY MODERNIZATION (NDE-NM) SHIP MAINTENANCE
(SHIPMAIN) PROGRAM REVIEW #2
18 Aug 04

SCRIBE:

Mr. Haney

Decisions Made

- 1) Action Items from the 27 May & 14 Jul Navy Data Environment-Navy Modernization (NDE-NM) Program Review Board Meetings were discussed and completed items were closed and will be removed from the active list.

Meeting Summary

- 1) Copies of presentations given by Mr. Turner (NSLC-LANT) and Mr. Mick (ASC) were provided before the meeting and are considered to be included as part of these minutes. The briefs may also be found at <http://www.fmp.navy.mil>.
- 2) Meeting was convened at 1300.
- 3) Ms. Iona Evans (NAVSEA04R) provided remarks stressing the importance of monitoring high-level risk items that could impact cost, schedule or performance during the Inception, Elaboration, Construction and Transition phases. NDE Program Review Board Members agreed that high-level risk items must be identified and presented during the monthly meetings, and when required, resolved by the Board.
- 4) The status of Action Items from the 27 May and 14 July NDE Program Review were discussed. The following Action Items were identified as closed:
14 Jul 04
 - a. Provide C4I funding information to Mr. Cox.
 - b. Review and provide comments on the Functional Allocation brief to Mr. Haney and Mr. Douglas.
 - c. Institute format similar to previous NDE Program Review briefings as the standard for all future presentations.
 - d. Make all risk information available to All Concern (ALCON). Specifically, share risk analysis, brief red items, identify team members, and provide web portal address and access.
 - e. Identify specific Drumbeat dates, notify ALCON and schedule conference room/VTC accordingly.
 - f. Load all detailed project planning and briefs on website. Notify ALCON where to find.
 - g. Document Configuration Control Board (CCB) Process (i.e. the Configuration Management Process for controlling changes to NDE-NM).27 May 04
 - a. Determine a mechanism to ensure that the Entitled Process accommodates program/capabilities.
 - b. Clarify relationship of an alteration Figure of Merit (AFOM) with other assessment tools.
- 5) LCDR Gaffe clarified relationship of AFOM with other assessment tools. The entire brief will be part of these minutes.
- 6) Mr. Turner presented a brief on the NDE-NM Entitled Process time-line, the Navy's Modernization State and the key elements and timeline for Ship Change Document (SCD) releases. The goal is to take the Entitled Process in the current manual form, and automate. There was a detailed discussion on how to better communicate the relationship between the overall NDE Architecture and the NDE-NM environment on the Navy Modernization State presentation slide. Mr. Turner was assigned the action to update the chart to better reflect the relationship. Mr. Turner advised Board Members that the process for standing up NDE and AMP in a secure environment is in progress with an ECD of the end of Oct 04.

- 7) Mr. Mick gave a brief on the Software Development Plan Status; highlighting the timeline, progress through the inception phase, and the POA&M for the remaining phases (Elaboration, Construction, and Transition). Mr. Mick advised Board Members that all detailed planning and briefs are loaded on the Outlook Public Folder at the link below:

URL: <http://xxx.xxx.xxx.xxx> (Content removed)

User ID: *****

Contact webmaster2@navsea.navy.mil
if this information is required)

Password: *****

Mr. Mick presented the metrics for software development, and the risks that are currently being managed. Ms. Evan's primary concerns were the 4 risks identified in red, and the impact on schedule, cost and Performance. In addition, it was agreed a listing of all the risks should be provided at the next review mtg.

- 8) The meeting closed with Board Members providing comments, feedback and issues on the progression of automating the Entitled Process within NDE.
- 9) Active participation by all Board members produced several decisions (above), clarifications and action items (W3s below).
- 10) Meeting adjourned at 1540.

Notes:

- 1) The NDE-NM Program Review Board agreed to continue to meet on a monthly basis to further discuss the NDE-NM software requirement development and implementation plans. Board members agreed to plan for future meetings to be held the 2nd Wednesday of every month, except for the September mtg which is currently scheduled for will 13 September.

W3's 18 August 2004:

#	What:	Who:	When:
2-1.	Update Navy Modernization State diagram in Program Review #2 presentation.	Pat Turner (NSLC)	13 Sep
2-2.	Reword SCD Slide (Release 1.2) in Program Review #2, "Creation of Entitled Process CCB."	Pat Turner (NSLC)	13 Sep
2-3.	Update SCD slide and show significant milestones and report any "Risk to Schedule" and "Risk to Cost".	Pat Turner (NSLC)	13 Sep
2-4.	a. Add validation date for Inception Phase. b. Add "predicted values" for each metric for the 4 phases listed on the Metrics Slide.	Bill Mick (ASC)	13 Sep
2-5.	Provide example of metrics that SPAWAR gathered on successful software program.	Dave Smith (SPAWAR)	13 Sep

W3's still active from 14 July 2004:

#	What:	Who:	When:
1-1.	Resolve discrepancies identified in the Functional Allocation brief to cement PEO C4I commitment to fund the balance. Working group to be identified and led by Mr. Douglas to determine: 1) specific data elements to be captured; 2) what is the authoritative source for these	Mr. Douglas	TBD

	data elements; 3) where will these data elements be stored.		
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W3's still active from 27 May 2004 (SRR):

#	What:	Who:	When:
1.	Reach agreement on authoritative database (NDE) including transition plan.	NAVSEA 04 (Mr. Haney)	Extend to 01 Oct
2.	Define linkages with Acquisition Process – II (a) Process.	Mr. Stout	31 July